

VMA - Workmentor Piloting phase

- Piloting with people from workplaces preparing to take on students in general work placement.
- The format: 2 * 2 hours.
Nov. 13th and 20th 2012.
Enough space to give lectures and move to group tables.
Jan - April 2013 meeting mentors individually discussing mentoring in the workplace.



Materials, documents.

- Mentoring manual.
- Slideshow - from manual.
- Introductory letter to workplaces.
- Outline of the mentoring arrangement.
- Online survey for mentors to answer after training.
- Survey on paper for future use instantly after training.
- Sheets to use with mentees in the workplace (goal setting etc.).
- Lesson plans for courses students take in school.
- Agreement form; student, VMA and workplace on workplacement.
- Sheets for trainer to use to record visits to workplace.
- Evaluation form for mentors to use to evaluate students in workplacement.
- Certificate for mentors.
- Acknowledgement certificate for workplace (to be prep.)

Piloting – the people involved

- Instructors hosting the workshop/piloting. Jóhannes, Ketill and Kristín Petra from VMA.
- Participants (future mentors): Total 16 people.
- 11 attended both dates.
- Municipality workplaces: Energy company, swimming pool, bus company, elderly home, play school, VMA.
- Not all had students:
- Pictures taken by Hilmar at VMA.
- Signatures of participants.



Piloting - the experience

VMA trainers are pleased with the experience of the training workshop.

We feel that we are comfortable in doing the workshop.

Participants are experienced in working with youngsters in their workplaces.

Workshop: opportunity to discuss role of mentor with people from workplaces, come to a mutual understanding of the role of mentor in the workplace.

Valuable feedback – input from participants.

Survey answers collected.

We could not ensure that students would go to the workplaces participating in the workshop.

Some mentors had students.

Not all mentors did, not all students had mentors participating in workshop.

We need to decide earlier which workplace is for which student. Difficult student group.

Piloting experience, future.

VMA: We are prepared to guide and discuss mentoring in the workplace with people from workplaces.

Manual in Icelandic and many additional sheets, forms and documents to use in the mentoring situation.

Need more structure for keeping information about workplaces.

VMA will use mentoring workshops in future to prepare placing students in general workplacement.

Explain workmentoring to administrators, employers, people in control of money and to students and parents.

How can a structured workplace experience be valued equally to academic schoolwork?

VMA - manual – materials- process

No need to delete parts or add to the manual.

Perhaps rearrange order of parts in the manual.

We would like to use an exercise in target setting early in the workshop, ask people to bring back examples of SMART targets from their workplace and report next time.

Still not prepared for internet mentor training.

We need an overview of the process:

- contacting workplace..
- pairing student and workplace..
- mentor training..
- student – mentor pairing.
- mentoring in the workplace
- teacher – mentor – student interaction, feedback, contacting canals...
- keeping records of attendance, work and competence of student..
- evaluation and feedback..
- general outcome for student, workplace and VMA.